

WDE638 Training

2015-16 School Year

Overview Information

- The WDE638 collection will be submitted in August for the upcoming school year.
- The WDE638 collection must contain all courses that will be offered during the upcoming school year.

Overview Information

- The WDE recognizes that school districts may need to add more courses during the year.
 - The WDE638 Course Inventory may be updated concurrently with each of the WDE684 TCS data collections
- If there are no changes to the WDE638 during the school year, there is no need to resubmit.

WDE638 Elements

DistrictID	GradePK	Grade09
SchoolID	GradeKG	Grade10
LocalCourseId	Grade01	Grade11
LocalCourseName	Grade02	Grade12
SCEDcode	Grade03	HathawayIndicator
ContentArea	Grade04	AdvancedPlacement
NumberOfCredits	Grade05	Description
SequencePart	Grade06	
SequenceTotal	Grade07	
CourseDuration	Grade08	

DistrictID

- DistrictID
 - Required element
- What is the 7-digit ID for the district where this section is taught?

SchoolID

- SchoolID
 - Required element
- What is the 7-digit ID for the school where this section is taught?

LocalCourseID

- LocalCourseID
 - Required element
- What is the locally used identification number for this course?
 - This field can be up to 38 characters long.
- Must be consistent with the most recent certified WDE684 Teacher Course Student Collection.

LocalCourseName

- LocalCourseName
 - Required Element
- What is the name of this course?
 - Up to 50 characters long

SCED Code

- SCED is a 12 digit unique course identifier
 - Nationally recognized
 - Required for CTE approvals
- If SCED Code is not present, then Description, Content Area, Number of Credits, SequenceTotal, and SequencePart are required.
- If SCED Code is present, then Description, Content Area, Number of Credits, SequenceTotal, and SequencePart are not required.
- SCED is required for grades 9-12, and is preferred for grades 7-9

Content Area

- What is the subject matter for this course?
 - RE - Reading
 - LA - English and Language Arts
 - MA - Mathematics
 - SC - Science
 - SS - Social Studies and History
 - FL - Foreign Language
 - PE - Physical Education and Health
 - FA - Fine and Performing Arts
 - VE - Vocational Education
 - OT - Other (ROTC, Driver's Education, etc)
 - EL – Elementary (Only include K-6 Core Courses in this Content Area)
- This field is required if SCED Code is not present

Number of Credits

- How many Carnegie credits are offered for this course?
 - The valid number format is one digit before the decimal, two after.
- This field is required if SCED Code is not present.

Sequence Part

- Which part of a sequence is this course?
 - For example, where a course is a part of a multiple course sequence, say Biology 1A and Biology 1B, then report as 1 and 2, accordingly. If the course is not a part of a multiple course sequence, report “1”.
- This field is required if SCED Code is not present.

Sequence Total

- What is the total number of courses in this sequence?
 - In the Biology example provided under SequencePart, report the total number of courses as 2. If the course is not a part of a multiple course sequence, report “1”.
- This field is required if SCED Code is not present.

Course Duration

- What is the duration of the course?
 - Q – Quarter
 - S – Semester
 - F – Full Year
 - C – Continuous or Ongoing
 - U – Summer
 - T – Trimester
- This is a required field

Grade Levels

- 14 fields
 - Does this course serve this grade level?
 - Y or N
- These fields are all required.
- Each course must serve at least one grade level.

Hathaway Indicator

- Has this course been approved as a Hathaway Scholarship Program indicator course?
- Y (Yes) or N (No)
- If approval is pending, enter “Y”.
- This is a required field.

Advanced Placement

- Is this an Advanced Placement Course?
 - Y (Yes) or N (No)
- This is a required field.

Description

- Please provide a description of the course.
 - This field is a text field to describe aspects of the course not covered by the other data fields. This field may contain new lines. If there are new lines in the text, then the value must be surrounded by double quotes.
- This field is required if SCED Code is not present.

Main Topics of Discussion for 2015-16 School Year

- Hathaway Course Indicator
- SCED Codes & Content Area
- Changes made to WDE638 during the year

Hathaway Course Indicator

- Used to indicate this school years approved Hathaway courses and will be used to identify courses needing approval for next school year.
 - New use of the field and will replace a suggested new collection.
- Accuracy is very important as this could affect a student's transcripts.

SCED Codes & Content Area

- New SCED Code version 3.0 – see attached pdf.
- Changes are mainly focused on CTE categories.
 - New use of the field and will replace a suggested new collection.
- Accuracy is very important as this could affect a student's transcripts.

SCED Codes & Content Area

- K-6 Content Area vs. SCED Code
- All elementary K-6 core courses should be identified as Content Area = 'EL'.
 - Core courses include Math, English, Science, Social Studies.
- All secondary 6-12 should be using SCED codes to identify courses.
- Accuracy is very important as this could affect a student's transcripts.

District Changes to WDE638

- Changes made to the WDE638 by the district, during the school year.
 - Changes made to courses after the October WDE684 is closed.
- Add a new course to the WDE638 when any of the following fields change:
 - Local_course_id
 - Local_course_name
 - Course_duration
 - Any of the grade served fields
- If there are changes to any other fields, the district can modify the existing course.
- Accuracy is very important as this could affect a student's transcripts.

QUESTIONS?